



COUNTY OF LOS ANGELES  
DEPARTMENT OF PARKS AND RECREATION  
*"Creating Community Through People, Parks and Programs"*

Russ Guiney, Director

January 10, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT  
AND APPROVE THE YOUTH EMPLOYMENT PLAN  
FOR GENERAL PARK IMPROVEMENTS AT  
EL CARISO REGIONAL COUNTY PARK  
C.P. NO. 86425, SPEC. NO. 05-0090  
(Third District 3- Vote Matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

1. Find the project categorically exempt from the California Environmental Quality Act (CEQA).
2. Adopt the Plans and Specifications No. 05-0090 for General Park Improvements at El Cariso Regional County Park, at an estimated construction cost of \$4,237,123, and instruct the Executive Officer-Clerk of the Board to advertise the project for construction bids in accordance with the "Instructions Sheet for Publishing Legal Advertisement."
3. Approve the attached Youth Employment Plan (Attachment B).

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will adopt the project plans and specifications, authorize the advertisement of construction bids, and approve the Youth Employment Plan for the General Park Improvements project at El Cariso Regional County Park.

The proposed project consists of improvements to comply with the Americans with Disabilities Act (ADA), including upgrades to the existing restrooms and drinking fountains, walkway replacement, resurfacing of the parking lot and providing ADA

signage. In addition, the proposed project will make various improvements to the park site, including resurfacing the driveways, replacement of damaged walkways, repair and replacement to the irrigation system sprinkler heads, remote control valves and automatic controllers, replacement of four (4) play area equipment structures and surfacing, removal and replacement of trees and turf, replacement of four (4) group picnic shelters, including upgrading the barbecue braziers and picnic tables.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The project will enhance the County's Strategic Plan Goal Number 1, Service Excellence, through the enhancement of services at a highly used facility. The proposed improvements also enhance Fiscal Responsibility (Goal Number 4 of the County's Strategic Plan) by investing in public infrastructure. Finally, the proposed park improvements will also contribute to Children and Families Well-Being (Goal Number 5 of the County's Strategic Plan) and Community Services (Goal Number 6) by providing facilities that will enhance activities that promote good health, safety and survival, and social and emotional well being in Los Angeles County.

### **FISCAL IMPACT/ FINANCING**

The base construction budget is estimated at \$4,237,123 and the total project cost, including plans and specifications, plan review, construction, consultant services, at-risk youth employment and County services, is estimated at \$5,604,540.

In light of the recent market increases in construction costs, an independent cost estimate was obtained prior to the original bid period to determine if adequate funds to cover construction costs were available. The independent estimate placed the project's current construction cost at \$4,149,904 which is within the \$4,237,123 construction budget. The Project Schedule and Budget Summary are included in Attachment A.

The proposed project is currently funded from \$1,193,801 in Safe Neighborhood Parks Proposition of 1996 funds, \$136,389 in Safe Neighborhood Parks Proposition of 1992 funds, \$756,000 in Net County Cost (NCC), \$235,350 in Land Water Conservation Funds, \$201,053 in State Proposition 12 Per Capita Program, \$3,076,947 in State Proposition 12-Roberti-Z'berg-Harris Program, and \$5,000 in Waste Tire Playground Program.

### **Operating Budget Impact**

Based on the project scope of work, the Department does not anticipate any one-time start-up nor ongoing costs. The nature of the improvements are to replace and reburbish existing amenities which will be maintained and operated with existing maintenance staff and resources.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard construction contract, in the form previously approved by County Counsel, will be used for this project.

As required by your Board, the following standard provisions have been incorporated into the project specifications: Solicitation of Improper Consideration by County Employees; Consideration for Employment of Qualified Current or Former County Employees; Consideration to Hire Qualified Employees in the County's Greater Avenues for Independence and General Relief Opportunities for Work (GAIN/GROW) Programs; Contractor Notification to Employees Regarding Potential Eligibility for Federal Earned Income Credit; Local Small Business Preference; Contractor Employee Jury Service Program; Contractor Responsibility and Debarment; Child Support Compliance Program; and Safely Surrendered Baby Law.

The Contractor shall comply with all provisions of the Labor Code of the State of California, including payment of wage rates that are not less than prevailing wage rates determined by the State Division of Industrial Relations to all employees/workers on the project.

The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor must certify and agree that all persons employed by such firm, Contractor's affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, color, religion, sex or national origin and in compliance with all anti-discrimination laws of the United States of America and the State of California.

As required by your Board, language has been incorporated into the specifications stating that the Contractor shall acknowledge that the County has established a goal of ensuring all individuals who benefit financially from the County through contracts are in compliance with their court-ordered child, family and spousal support obligations and

Contractors shall provide identifying information concerning principal owners to the District Attorney's Office, as requested.

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles is \$15,739,750. The County of Los Angeles has met its Youth Employment Goal; however, Parks and Recreation continues to actively pursue employment opportunities for at-risk youth on all construction projects. The attached Youth Employment Plan (See Attachment B) identifies tasks that will be performed by at-risk youth on this project. In addition, plans and specifications encourage the contractor to employ at-risk youth on this project.

In accordance with your Board's request of February 3, 1998, this contract opportunity will be posted on the County's Office of Small Business web site following your Board's approval.

#### **ENVIRONMENTAL DOCUMENTATION**

The project is categorically exempt from the California Environmental Quality Act (CEQA) according to Sections 15301 (d) of the State CEQA Guidelines and Class 1 (c) of the Environmental Document Reporting Procedures and Guidelines, adopted by your Board on November 17, 1987.

#### **CONTRACTING PROCESS**

Attachment C is the "Instruction Sheet for Publishing Legal Advertisements." Advertising an offer to "Consider Equivalents" is not warranted since materials are covered by descriptive technical specifications adequate for competitive bidding.

The dates indicated in "Official Notice Inviting Bids" predicates Board approval on January 10, 2006. Deferred action by the Board will necessitate adjustment of dates by the Department of Parks and Recreation. Additionally, the bid period may be extended at the discretion of the Department, up to a maximum of three weeks, to allow for inclusion of any addenda presented to the bidders during the bidding process.

Community Business Enterprise (CBE) participation in the project will be enhanced through the Capital Project CBE Outreach Programs and by the requirement that bidders demonstrate their good faith efforts to utilize CBE.

The Honorable Board of Supervisor  
January 10, 2006  
Page 5

Wayne C. Siu Architects will provide design services and construction observation services on the project through the Department's As-Needed Design Agreement No. 10211, previously approved by your Board on December 12, 2002.

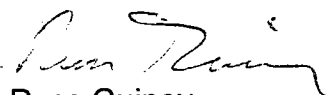
**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This proposed project will renovate a facility already in operation and, as such, will have minor impact on current services and recreational programs. It is anticipated that the project will begin construction in March, 2006 and be completed in August, 2007.

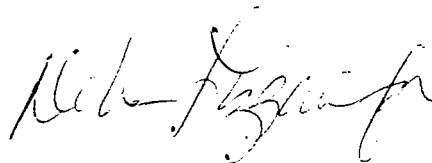
**CONCLUSION**

Please instruct the Executive Officer-Clerk of the Board to forward one (1) conformed copy of this letter to the Chief Administrative Office, Capital Projects Division and two (2) conformed copies to the Department of Parks and Recreation, Project Management Division.

Respectfully,



Russ Guiney  
Director



David E. Janssen  
Chief Administrative Officer

Attachments (4)

pr:El Cariso AA Board Letter.doc

c: Executive Office (22)  
County Counsel

**ATTACHMENT A**

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT  
GENERAL PARK IMPROVEMENTS AT  
EL CARISO COUNTY PARK  
C.P. NO. 86425, SPEC. NO. 05-0090  
(Third District - 3- Vote Matter)**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>	<b>Revised Completion Date</b>
1. Land Acquisition	N/A	N/A
2. Environmental Impact Report	N/A	N/A
3. Program	8/25/04	
4. Schematic Design	12/15/04	
5. Design Development	3/15/05	
6. Construction Documents	7/25/05	
7. Jurisdictional Approval	9/25/05	
8. Construction Contract Award	3/13/06	
9. Construction Start	5/15/06	
10. Final Inspection	8/07	
11. Final Acceptance	11/07	

**II. PROJECT COST SUMMARY**

<b>Cost Category</b>	<b>Original A/E Estimate</b>	
1. Land Acquisition	N/A	
2. Plans and Specifications	446,561	
3. Plan Review	10,000	
4. Make-Ready Activities	0	
5. Construction	4,237,123	
6. Change Order/Contingencies	423,712	
7. Equipment	N/A	
8. Consultant Services	0	
9. County Services	405,028	
10. At Risk Youth, Supervision & Materials	82,116	
<b>TOTAL</b>	<b>5,604,540</b>	

## **ATTACHMENT B**

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PARKS AND RECREATION  
GENERAL PARK IMPROVEMENTS AT  
EL CARISO REGIONAL COUNTY PARK  
C.P. NO. 86425, SPEC. NO. 05-0090  
YOUTH EMPLOYMENT PLAN**

### **BACKGROUND:**

The proposed project consists of improvements to comply with the Americans with Disabilities Act (ADA), including: upgrades to the existing restrooms and drinking fountains, replacement of the walkways, resurfacing of the parking lot, and replacing the ADA signage. In addition, the proposed project will make various improvements to the park site, including: resurfacing the driveways, replacement to damaged walkways, irrigation system repairs and replacement of the sprinkler heads, remote control valves and automatic controllers, replacement of four (4) play areas equipment and surfacing, removal and replacement of trees and turf; replacement of four (4) picnic shelters; including upgrades to the barbeque braziers and picnic tables.

### **Tasks that may be performed by At-Risk Youth:**

- Demolish playground equipment
- Remove and store existing picnic tables,
- Install new braziers, picnic tables, benches, bike racks and car wheel stops.

### **Estimated Cost of Youth Employment:**

Total estimated hours of youth employment	1,323 hours
Cost per hour	<u>\$8.25</u>
Total estimated cost of youth employment	\$10,914.75

### **Method of Youth Employment:**

Youth referrals for employment will be provided by the Los Angeles County Department of Children and Family Services, Community and Senior Services, Public Social Services, Probation and/or by a school district or bona fide non-profit organization whose mission includes fostering or enhancing employment opportunities for at-risk youth. In addition, the contract documents will require the Contractor to make a good faith effort to employ at-risk youth from the community in which the project is being carried out in conformance with the County's definition of "at-risk youth".

### **Youth Employment Goal:**

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to fifty percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). The County of Los Angeles has met its Youth Employment Goal; however, Parks and Recreation continues to actively pursue employment opportunities for youth on all construction projects. At-risk youth employment accomplished to date is as follows:

	<b><u>Accomplished</u></b>
Project Support	\$ 849,717
Maintenance	\$ 269,680
Other New Youth Employment (various parks and County programs)	<u>\$23,250,485</u>
<b>Total At-Risk Youth Employment</b>	<b>\$24,369,882</b>



## **ATTACHMENT C**

TO: Executive Officer-Clerk of the Board of Supervisors  
County of Los Angeles  
State of California

FROM: Project Management Division  
Department of Parks and Recreation

Regarding: NOTICE INVITING CONSTRUCTION BIDS  
ON DRAWINGS AND SPECIFICATIONS  
LISTED UNDER PROJECT TABULATIONS

**ADVERTISE FOR CONSTRUCTION CONTRACT  
FOR GENERAL PARK IMPROVEMENTS AT  
EL CARISO REGIONAL COUNTY PARK  
INSTRUCTION SHEET FOR  
PUBLISHING LEGAL ADVERTISEMENT**

### **PUBLISHING**

In accordance with the State of California:

Public Contract Code Section 20125, and Government Code Section 6066 and 6062, under which you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper.

Also publish in the following:

1. Local paper
2. Any newspaper requested by the **THIRD** District.

Forward three reprints of the attached advertisement to the Project Management Division, Department of Parks and Recreation, 510 South Vermont Avenue, 1<sup>st</sup> floor, Los Angeles, California 90020, Attention Patrick Reynolds, Project Manager.

### **OTHER INSTRUCTIONS**

The dates indicated in "Official Notice Inviting Bids" are predicated on Board approval on **January 10, 2006**. Deferred action by the Board will necessitate adjustment of dates by the Department of Parks and Recreation.

**ATTACHMENT D**

**OFFICIAL NOTICE- INVITING BIDS**

Notice is hereby given that the Director of the Department of Parks and Recreation will receive sealed bids in a place, time, and manner hereinafter described, for furnishing all materials, labor, and equipment required for the construction to complete the following work:

<b><u>SPEC. NO.</u></b>	<b><u>PROJECT</u></b>	<b><u>DEPOSIT</u></b>	<b><u>DATE OF BID OPENING</u></b>
05-0090	General Park Improvements El Cariso Regional County Park Non-Refundable	\$50.00	February 13, 2006

There will be a pre-bid walkthrough for this project on Monday, January 31, 2006 at 10:00 a.m. at the project site (13100 Hubbard Street, Sylmar, California 91342). Attendance at the walk-through is mandatory. A bid submitted by a Contractor who has not attended the mandatory pre-bid walkthrough may be deemed non-responsive for that reason.

Deadline for submitting bids is Monday, February 13, 2005, at 11 a.m. Bids will be opened the same morning promptly at 11:00 a.m. at the Department of Parks and Recreation, Planning and Development Agency Headquarters, 510 South Vermont Avenue, 1<sup>st</sup> Floor, Los Angeles, California 90020. **Due to limited street parking, you are advised to arrive well in advance of the stated deadline.**

The Project construction cost has been estimated at \$4,237,123. The Construction period is to be a maximum of four hundred and seventy two (472) calendar days.

Bids shall conform to Drawings and project Specifications open to inspection in the Office of the Executive Officer-Clerk of the Board of Supervisors and **the Department of Parks and Recreation, 510 South Vermont Avenue, 1st Floor, Los Angeles, California 90020**. Copies of project Specifications and Drawings of the work to be bid upon may be obtained at such office.

Each bid shall be submitted on a form obtained at the address above. Bids shall be sealed and filed at **the Department of Parks and Recreation, Planning and Development Agency Headquarters, 510 South Vermont Avenue, 1<sup>st</sup> Floor, Los Angeles, California 90020**, on or before 11:00 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by the Department of Parks and Recreation at 11:00 a.m. on this date in the first floor conference room, 510 South Vermont Avenue, Los Angeles, California 90020. For information, call Patrick Reynolds, the Project Manager at (213) 738-4599.

Bidders must comply with the provisions of the Bidding Requirements, General Conditions, and the Project Manual concerning bid guarantee, contract bonds, and insurance requirements. This project requires the Prime Contractor to possess a license classification of **"(A)" or "(B)"** at the time of submitting the bid. Contractor should verify to its satisfaction that the correct license is possessed for this type of project.

The Board of Supervisors reserves the right to reject any or all bids and also reserves the right to waive technical, trivial, or unsubstantial errors and discrepancies in bids submitted in the public interest.

Pursuant to the Labor Code of the State of California, the State Department of Industrial Relations has determined the general prevailing rate of per diem wages for each craft or type of worker needed to execute any construction contracts, which may be awarded, to the successful bidder or bidders by the County of Los Angeles. In the event the Contractor or any subcontractor employed by Contractor pays a worker less than stipulated prevailing rate for such work or craft, the Contractor will be liable for all forfeits and additional wage payments as provided in Sections 1775 and 1776 of the Labor Code of the State of California.

Contractor may substitute securities for retention moneys to be withheld in accordance with the conditions of Public Contract Code Section 22300.

Bids must provide full disclosure on False Claim Act violations and civil/criminal legal actions as provided for on the respective attachments in the bid package. Failure to complete these forms may result in the determination that the bidder is non-responsive and/or not responsible.

Prior to the date and time of submission of bids, bidders shall submit separately to the District Attorney a completed Principal Owner Information (POI) Form if such form is not currently on file with the District Attorney. Bidders shall certify, in accordance with Section 2.200.600 of the County Code, that: 1) the POI Form has been appropriately completed and provided to the District Attorney with respect to the Contractor's principal owners; 2) the Contractor has fully complied with all applicable State and Federal reporting requirements relating to employment reporting for its employees; and 3) the Contractor has fully complied with all lawfully served Wage and Earnings Assignment Orders and Notices and will continue to maintain compliance. Such certification must be submitted on the Child Support Compliance Program (CSCP) Certification Form included as one of the proposal forms. Failure by the bidder to submit the CSCP Certification (which includes certification that the POI Form has been submitted to the District Attorney) may result in the determination that a bid is non-responsive (County Code Section 2.200.070)

These terms shall also apply to proposed subcontractors of Bidders on County contracts.

Bidders are urged to familiarize themselves with bid documents and specifications package No. 05-0090.

The County of Los Angeles encourages bids from all certified minority and women-owned firms. On final analysis and consideration of award, contractor will be selected without regard to gender, race, creed, or color.

In evaluating bids, the County will give preference to businesses that are certified by the County as a Local Small Business Enterprise (Local SBE), consistent with Chapter 2.204 of the Los Angeles County Code. A Certified Local SBE is: 1) a business certified by the State of California as a small business enterprise; and 2) a business having its principal office currently located in Los Angeles County for a period of at least the past twelve months; and 3) certified by Office of Affirmative Action Compliance as meeting the requirements set forth in 1 and 2 above. Certified Local SBEs must request the SBE Preference in their solicitation responses and may not request the preference unless the certification process has been completed and certification affirmed. County must verify Local SBE certification prior to applying the preference. Sanctions and financial penalties may apply to a business that knowingly, and with intent to defraud, fraudulently seeks to obtain or maintain certification as a Certified Local SBE.

Information about the State's small business enterprise certification regulations is in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Small Business Certification and Resources Website at <http://www.pd.dgs.ca.gov/smbus/default>.

Si necesita mas informacion sobre este anuncio, llame el Sr. Andres Lopez, (213) 738-3066.

Published by order of the Board of Supervisors of the County of Los Angeles, State of California, dated November 22, 2005.

VIOLET VARONA-LUKENS  
EXECUTIVE OFFICER-CLERK OF THE  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES